



Pre-DA Consultation

Our aim is to provide an efficient, effective and reliable development assessment (DA) service. This starts with pre-DA consultation, which is designed to identify and resolve issues and deficiencies at an early stage before a DA is submitted. Our pre-DA service gives applicants the opportunity to receive valuable advice prior to lodging a development application.

What is a Pre-DA consultation?

Pre-development application consultation is a service at the front end of the development assessment process. It is a service to enable future applicants to discuss the development of land prior to a formal application being lodged. The pre-DA consultation process provides feedback from relevant specialist officers on key issues particularly focusing on non-compliances with the relevant planning controls.

A pre-DA consultation will take one of two forms, either **Category 1** or **Category 2**. An explanation of the various categories of application is detailed below. Category 1 pre-DA consultations are provided as written advice. Once you receive the written comments, you can book a follow up phone call to discuss the advice and seek clarification on the issues raised in the feedback. Category 2 type applications are often more complex, as a consequence, a maximum 1-hour online meeting will also form a part of the service. This will be undertaken prior to you receiving the written advice.

Category 1 Pre-DA's

- [Residential alteration and additions, ancillary structures, pools, tennis courts, garages etc, including signage and advertising structure](#)
- [New dwelling house](#)
- [Subdivision to create two lots](#)
- [Alterations to churches](#)
- [Alterations to childcare centres](#)

Category 2 Pre-DA's

- [Dual occupancy, secondary dwellings \(granny flat\)](#)
- [SEPP Seniors living development and residential flat buildings, mixed use developments, multi-dwelling housing and new retail/commercial/office development](#)
- [Alterations to schools](#)
- [Alterations to nursing homes and hospitals](#)
- [Alterations and additions to retail/commercial development, events etc](#)

- [Subdivision to create in excess of two lots](#)
- [New childcare centres](#)

What will you gain from the Pre-DA?

- An understanding of what information, plans, drawings and technical reports you need to submit with your DA
- An understanding of the permissibility of your DA and the relevant development standards, controls and policies that apply
- Discussion on those aspects of your proposed development which are non-compliant with the relevant controls.

If you get the front end right you are likely to have a simple and quicker DA process. Giving council an assessment-ready application, with all required information will not 'guarantee' approval – however, it will promote an efficient process, saving time and money for both you and council.

Please note that the views of the community and other government authorities are not able to be taken into account in the pre-DA consultation process

When am I ready to apply for a Pre-DA consultation?

You can do this once you have prepared a preliminary concept for a proposal on a specific site. To lodge a pre-DA consultation, you need to submit an e-form along with associated plans and documentation online via Council's online e-services and pay the required fees. Your application will be allocated to a development assessment officer. If the pre-DA is a Category 2 application, a staff member will contact you to arrange a time to discuss your application. The application form is available online on our [website](#) via [e-services](#). If you are not ready for a pre-DA consultation we provide a [Duty Planner Service](#) every:

Monday, Tuesday and Thursday 9am - 12pm and 2pm - 4.30pm (only over the phone).

However, please note the duty planner cannot provide planning advice and can only provide technical support in relation to your questions and general information regarding planning controls and the application process.